



AZ Medicaid Outpatient Workgroup Meeting

December 7, 2004

11:00 AM to 12:00 PM

AHCCCS 701 E. Jefferson St. – 3rd Floor - Gold Room

Meeting Hosted By: Sara Harper, AHCCCS

Attendees:

(Based on sign-in sheets)

<u>AHCCCS</u>	<u>CARE 1ST</u>	<u>PHP</u>
<i>Howard Beam</i>	<i>Bill Hobbs (telecon)</i>	<i>Greg Lucas (telecon)</i>
<i>Susan Carter (EP&P)</i>	<u>COCHISE</u>	<i>Pat Lapp (telecon)</i>
<i>Cia Fruitman</i>	<i>Marcia Goerdt (telecon)</i>	<u>PIMA</u>
<i>Cynthia Barker</i>	<u>DES</u>	<i>Marsha Lablanc (telecon)</i>
<i>Barbara Butler</i>	<i>Pat Fizer</i>	<u>UFC</u>
<i>Brent Ratterree</i>	<i>Marcelle Gonzalez</i>	<i>Jean Warner</i>
<i>Dick Azzi</i>	<i>Crystal Rodgers</i>	<i>Kathy Steiner</i>
<i>John Murray</i>	<u>DHS</u>	<u>UHC</u>
<i>Sabrina Ott</i>	<i>Thao Nguyen</i>	<i>Alexia Cathers (telecon)</i>
<i>Rebecca Fields</i>	<u>EVERCARE</u>	<u>YAVAPAI</u>
<i>Kyra Westlake</i>	<i>Steve Iles</i>	<i>Becky Ducharme (telecon)</i>
<u>AMERICHOICE</u>	<u>MCP SCHALLER</u>	
<i>Joelle Di Tommaso (telecon)</i>	<i>Cathy Jackson-Smith</i>	
<i>Wright, Vanessa (telecon)</i>	<i>Jennifer Brezinski</i>	
<u>APIPA</u>	<i>Colleen Gurule</i>	
<i>Sharon Zamora</i>	<i>Melanee Jones</i>	
<i>Jane Upton</i>		
<i>Chuck Renew</i>		<i>Don Lopez</i>

1. Welcome and Current Status/Timeline (Lori Petre)

Everyone should have a packet. We are going to start with the timeline. Directly behind the agenda are the minutes from the last meeting. Please review them and if there are any changes, please let us know. Directly behind that is the current project timeline. Our next meeting is 01/04/05, which is the first Tuesday of January. Testing will begin in January. Directly below the System Development line, there is a Project Individual Health Plan/Program Contractor Meeting. That is going to be the main thing we want to talk to you about today. We have three of those scheduled and each individual health plan will have an individual meeting. There is an Initial Status Tracking Kick-off and we are going to talk about the status reports and how they are going to work. Those will occur between now and the end of January. There are three health plans where CEO's have already been contacted to get those scheduled, and we'll talk a little bit more about what the composition should be, and why it is important that all you participate. We want to approach it from both angles so that you know what the CEO's are being asked. The first meeting is the initial status between now and January. The second and the follow up meeting will be in March. The implementation status meeting will be at the beginning of May. Those are the only changes to the timeline. Any questions?

We will talk more in detail about the status reporting, as we get further into the agenda. The next thing in the packet is an email that went out to this group. It includes a PowerPoint presentation.

Sara: This is the presentation that I said that I would share with you. This was given to the hospitals in October. It is the revised proposed fee schedule. We are meeting with the individual hospitals. We will keep you apprised of any items that come out of the meetings, and we should be done by the 20th of December. This is just for your information. These materials are on the website. We are also setting up a site for the hospitals.

Lori: All of these materials in these meetings are posted to the website.

Sara: The hospitals will have a separate link.

Lori: The hospitals will have a separate FTP site. The tables that we give you every month, or bi-monthly, they will also have access to those tables. It is something they have asked for. Any questions about that for Sara?

2. Project Email Address and Web Site (Lori Petre)

AHCCCS email addresses have changed. You should have received an email telling you what they have changed to. We have been assured that you can use either the old or new and that we should receive it. Just know that when we reply, it is going to look different or unfamiliar. We want to encourage you to send in your comments, questions, examples, meetings to setup with staff, please send your requests to the web mail address.

3. Final System Proposal (Lori Petre)

We wanted to make sure we followed up with you regarding the final system proposals since the last meeting, and Mike isn't here yet. Do you have any questions or concerns about them, now that you have had an opportunity to review them?

4. Action Items (Lori Petre)

I'm not sure where we are with the open issues list. Do you Sara?

Sara: There are five big items that are outstanding. They are primary surgery identification, multiple surgery, units and finalization of the tables, unit limits, and application of modifiers.

HP Question: Will you be putting out the modifiers?

Sara: We will be putting the modifiers for UB's on 7/1/05; we just haven't finalized them yet.

Cia: It should be ready; we just haven't defined all the parameters. The actual edits are defined; we just don't have a name and number defined yet.

Howard: They are going to get edit codes as they do now.

Cia: We almost have the multiple surgery issue resolved.

Sara: The issues of multiple surgery and primary, we are working on that. We hope to get that resolved and we want to wrap up by January.

HP Question: Is the fee schedule per unit?

Sara: Yes, as defined.

HP Comment: The modifiers are not on here.

Sara: Correct. The modifiers are not finalized. It is forthcoming.

Sara: Each item will be address in the provider manual as well as billing requirements. Hospitals are concerned and we want to make sure everyone is on the same page.

Lori: In the last meeting we talked about the need to establish a timeline for other changes that were specified in Howard's document regarding 999 lines. I will follow up with Mike today and will send that out.

ACTION ITEM: LORI TO FOLLOW UP WITH MIKE REGARDING THE NEED TO ESTABLISH A TIMELINE FOR OTHER CHANGES-999 LINES.

5. Update on Hospital Efforts (Lori Petre)

We did have our first technical meeting with hospitals early last month.

Sara: Their technical people are more interested in numbers, etc. A couple hospitals and contracted partners wanted to test together; such as Mercy and St. Joes. So far, Mercy and Vanguard opted to test.

HP Question: Did they mention how they will do dates of service on each detail line, or separate claims for each?

Sara: That has not been addressed, but is an item on the list.

Lori: We are lining up facilities for pilot testing in February, and we hope to have a list of them by the next meeting.

ACTION ITEM: LORI TO PROVIDE A LIST, IF AVAILABLE, OF FACILITIES THAT ARE PILOT TESTING BY NEXT MEETING.

Lori: We are encouraging them to use as many real life claims as possible. We want as many broad based examples as well

6. Testing (Lori Petre)

There will be a test plan sent out to all of you this week. It is a high-level test plan.

ACTION ITEM: LORI TO SEND OUT TEST PLAN TO PARTICIPANTS.

Lori: Our test plan describes the environment we will test in, how we track issues, our approach to testing, partners that we are considering in this testing, and timelines. It is a generalized document. We are also looking at having a controlled group of claims, approximately 25 or maybe more, where we will ask each of you to process that same set of claims and allow us to validate the results. This is the only way that we can be comfortable that we are all getting it the same way. So, we will process them and we'll ask each of you to process them. We will try and have those claims out to you prior to the full window of testing starting, probably during the pilot period so that you will be ready. We may work with some of our pilot hospitals to help us define what they should be. The controlled example will be described within the test plan.

Sara: Examples we receive could be included in the 25 claims.

Lori: We do not want to go on solely the experience that we have had. We will get back to you on the specifics.

ACTION ITEM: LORI TO GET BACK WITH THE HEALTH PLANS ON THE SPECIFICS OF THE CONTROLLED GROUP OF CLAIMS.

7. Other (Lori Petre)

One thing we talked about at the beginning of the meeting is the concept of status reporting. In the last meeting we gave out a half page explaining the concept. The last thing in your packet is the status report. We didn't get a lot of comments back. We tried to make it straightforward and follow the milestones of development. We put some target end dates in, backing up from 7/1 in increments. Everything should be very clear, and obviously the Requirements Definition date has passed, but we were trying to get a timeframe for some of these requirements nailed down. Design, System Development, Acceptance Testing, looks good and Policies and Procedures might need to be revised. Trading Partner Testing w/ Hospitals can begin sooner before the latest end date. If you are ready to begin testing with your hospitals in April, that is great. Trading Partner Testing With Us may need some changes. Another thing that we want you to report is issues. This is so that we are made aware of them so that if there is anything we need to do to help you resolve the issues, we are doing so. Then we need the signature of who provided the information. We will send this out to you and it will be due every two weeks, probably Fridays. We'll use this as we go forward in conjunction with any contingency planning that has to occur. One of the things that all the hospitals are saying to us is that you need to tell us early and often if anyone is going to need a contingency and how we are going to monitor it. The first one needs to be a hard copy rather than email. We'll need it by the 14th. By close of business next Tuesday, I'll need one hard copy from each health plan. We will email our fax number out to everyone after the meeting.

ACTION ITEM: LORI TO EMAIL OUR FAX NUMBER TO PARTICIPANTS.

HP Question: Has this document gone out to anyone yet?

Lori: No, not yet. This document was just finalized yesterday, and we wanted to review it with you today to see if you had specific issues, comments or concerns. The only thing that has gone out is an email from Kari Price to three CEO's regarding scheduling the additional set of meetings.

Sara: In the email to the three CEO's we'll be communicating that we want to have a combination of staff including project managers, CEO's or a manager at an executive level. Resources from testing, systems, policy and management should be included and represented. We'd like to make these meetings as productive as possible and helpful to you. We want to have an open dialog, including partner hospitals, to establish where everyone is.

Lori: We will schedule one meeting after March when testing begins and one at the end when everyone is about to wrap it up. We will get the agenda items for these meetings to the health plans, and programs contractors that will include, project organization, staffing, work plans, staff plans, and status reports. We can go over any challenges or next steps. Any questions?

HP Question: You mentioned the three Health Plan CEO's have already been contacted, and they are scheduled for when?

Sara: I don't know that the meeting has been scheduled. They were just called in the last day or so. Hopefully we can meet next week, Thursday or Friday. Then all of them will meet in January?

Lori: It went to APIPA, Mercy and Phoenix Health Plan.

Lori: I will send this document out later this afternoon or tomorrow morning. So, if you have any questions, comments or concerns, try and let me know today and we'll try and incorporate them. I received the draft agenda for the meeting next week, and we'll send it out to the three health plans that are targeted next week, and then we'll send it out to everyone.

ACTION ITEM: LORI TO SEND OUT AGENDA FOR MEETING NEXT WEEK WITH HEALTH PLANS.

Sara: For the three of you for the first week, if you have any comments or concerns, please share because we need your input and we want this to be useful to you.

HP Question: What if certain plans have issues with the contractors and what their requirements are and how is that documented?

Lori: Put that down as an issue.

HP Question: Can we expand on this if needed?

Lori: Absolutely.

8. Next Meeting (Lori Petre)

Next meeting will be January 4th, and we'll send something out before then. If you have questions, comments or issues, please let us know. Everything in this packet today, including the fee schedule, is already posted to the website.

HP Question: Can you send us the address?

Lori: Sure. We'll make a note to send that out.

Dick: I'll see if I can get the fee schedule in the Word format instead of the downloadable.

Lori: Okay.

That is all we have and thank you for coming.